

**Selectmen Meeting
Minutes
January 11, 2012**

Selectman Connolly, Selectman Sargent, Selectman LeBlanc, Selectman Dziokonski and Chairman Dickhaut were in attendance. Attendees were Town Administrator Ward and Town Solicitor Gibbons. Chairman Dickhaut opened the meeting at 7:10PM.

Review of Minutes

The board received minutes from the December 14, 2011 Selectmen's Meeting for review and approval. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Dziokonski seconded the motion. Under Discussion: Administrator Ward reviewed the minutes presented were for the open meeting on December 14, 2011 and the Executive Session under Article 3 Fire Department Union Grievance. The vote was unanimous.

FY13 Health Insurance Discussion – Town Treasurer

Town Treasurer Patrick McIntyre was before the board to review the update on FY13 renewal rates and design change plan with changes to the office co-pays and instituting health insurance deductibles. Administrator Ward reviewed if the town plans to renew with Minuteman Nashoba Health group the board would need to adopt the new health reform act MGL Chapter 32 section 21, this will enable an analysis to be completed of sections 22 and 23 which are the adoption of design plan change staying with consortium or joining GIC. The town will also have to take 25% of the savings will be used to fund a mitigation fund for use of low income employees with the approval of the union representatives on how this fund can be used. There are many steps that are required and a scheduled timeline, this is the first step. Town Treasurer reviewed there would be some savings for the town and employee. There are a few small groups who are members of the Municipal GIC plan; closet to us they are Rotman, and Wachusett School District. Discussion continued regarding the potential savings with the new consortium rates. Selectman Connolly asked if section 21 is adopted the town will be accepting the process to do an analysis comparing the GIC to the Consortium plan. The vote tonight will open the process, which is part of the statue. Administrator Ward agreed the vote tonight is not accepting any plan; it is to begin the process. Chairman Dickhaut explained all this will all fall into place by June 1, the town has to meet and review with all the unions, there are many timelines to be met over the next two months. Administrator Ward agreed stating all unions have been notified in writing of the current discussion and all have been informed by the Town Treasurer of the potential changes with the consortium coverage. He explained once the consultant completes the analysis that information will be distributed to all the unions as well. Selectman Sargent made a motion to go forward with the Health Reform Act MGL Chapter 32 section 21.

Selectman LeBlanc seconded the motion. The vote was unanimous. The board thanked Treasurer McIntyre for the update.

Administrative Business

Police Department Monthly Report

Administrator Ward reviewed the Police Chief Laverdure submitted a monthly report relative to the operations of his department for the month of November & December 2011 for the Selectmen's review and approval. Selectman Sargent reviewed as part of the report Chief Laverdure explained each community needs to vote to allow the community to be involved in Central Massachusetts Law Enforcement Council Mutual Aid Agreement. He explained if a car was speeding on Berlin Street and entered into Berlin without the agreement a Clinton Police Officer cannot respond. Selectman Sargent made a motion to enter into a Mutual Aid Agreement with the Central Massachusetts Enforcement Council. Selectman Connolly seconded the motion. The vote was unanimous. Selectman Sargent made a motion to accept the monthly reports for November and December 2011 as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

Fire Department Monthly Report

Administrator Ward reviewed Fire Chief Hart submitted a monthly report relative to the operations of his department for the month of October & November 2011 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Public Works Monthly Report

Administrator Ward reviewed Superintendent of Public Works submitted a monthly report relative to the operations of his department for the month of November 2011 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Connolly seconded the motion. Under Discussion: Selectman Dziokonski explained he would like to see a monthly report template developed, a format where each departmental report is similar. This will simplify the information and make it easy to review. The board asked Administrator Ward to develop a template and speak with Department Heads. The vote was unanimous.

Old & New Business

Health Insurance Benefits Consultant

Administrator Ward reviewed if the town chooses to adopt the health insurance plan design changes under the health reform act mitigation proposals to be bargained with the unions. The proposal must show a thorough analysis of the town's cost savings along with narrative and proposal describing how the low income, high healthcare user

and retirees will be helped. EBS Foran Health Advisors is the recommended consultant to hire to work with the Town Solicitor to bargain with unions, the company will also do a comparison of the savings from the MNHG and GIC plans. Selectman LeBlanc made a motion to accept the recommendation of the Town Administrator and hire EBS Foran Health Advisors as the health insurance benefits consultant. Selectman Connolly seconded the motion. The vote was unanimous.

Scooby Doo's Keno License

Administrator Ward reviewed The Massachusetts Lottery Commission has notified the town that Scooby Doo's located at 675 Main Street has applied for a Keno License. Any objections to the issuance of the license must be made within 21 days of receiving notice. If the board has no objections no action is required, just informational.

Montachusett Regional Planning Commission Grant Writing Services

Administrator Ward explained the MRPC is requesting support for its application to acquire funding that would provide regional grant writing and grant administrative services for area cities and towns. He reviewed he had spoken with Community & Economic Development Director Mr. Duffy regarding the request. Mr. Duffy is supportive of the request and expressed it will be a good complement to his office. Selectman LeBlanc made a motion to support the MRPC grant application to acquire funding to provide regional grant writing and administration services to member communities. Selectman Dziokonski seconded the motion. The vote was unanimous.

Fuel Oil/Boiler Service IFB Results

Administrator Ward reviewed recently the town solicited bids for heating fuel oil and boiler service for the town hall. He reviewed a handful of responses were received, he compiled them in a spreadsheet for the boards review and wasn't sure how the board wanted to proceed. Chairman Dickhaut explained it is a way for the town to save money she would like to move forward with the process and benefit from the cost savings. Selectman Dziokonski made a motion to award the contract to Fraticelli Oil Company out of Leominster. Selectman LeBlanc seconded the motion. The vote was 4/0/1 abstention Selectman Connolly.

The Clinton Home Closing Process Update

Administrator Ward updated the board on the closing process for the Clinton Home, he explained the Senior Building Needs Committee recently meet to review the process there is no finalized date yet but it will happen within the next few weeks. Some furniture has had to be removed and has been donated to WHEAT. Chairman Dickhaut asked if the foundation had taken any furniture. Solicitor Gibbons explained they have taken what they wanted and what was unwanted by the foundation and the Council on

Aging was donated. Selectman Sargent expressed concerns regarding the ownership of the Clinton Home, he explained the costs to maintain the home will be high and the town will have some expenses in removing lead paint from the building. He realizes the building meets the needs of the seniors and it is a beautiful piece of property, but will vote no with regards to the high cost associated with the location. He remains committed to the seniors. Chairman Dickhaut thanked Selectman Sargent for his explanation of why he is voting no. Administrator Ward reviewed if the board is ok with the solicitor moving forward with the closing date a vote should be taken. Selectman LeBlanc made a motion to approve the Solicitor move forward with the closing. Selectman Dziokonski seconded the motion. Under Discussion: Selectman Connolly expressed he shares the same concerns as Selectman Sargent, at this time the project has been approved and endorsed by the Council on Aging. Selectman Dziokonski reviewed he agrees with Selectman Sargent and has concerns regarding costs but this location is a perfect fit and adds to the character of the town, it is located on the square surrounding Central Park which is an ideal fit. The vote was 4/1 opposed Selectman Sargent

Employee Appointments Update

Administrator Ward updated the board regarding recent employment appointments that have been made. He reviewed two alternate Building Inspectors have been hired to cover the full time Inspector when he is unavailable. The Police Department Dispatchers position has been filled, The Community and Economic Development Director has been appointed the Montachusett Regional Planning Commission representative. The Police Sergeants position is in the interviewing phase, a interview panel with the consultant was held on Friday , he reviewed he is awaiting the report and plans to do a follow up interview with each candidate. The Patrolmen positions are in the interviewing stage as well. He would like to speak with the board regarding the Town Custodian position and the Dog Officer position. He reviewed he interviewed three candidates for the dog officers position, out of the three candidates two currently hold positions with other communities. During the interview process there were concerns brought forward regarding the salary for the position. He explained he is awaiting a proposal from on candidate based on the volume of calls received per year. At this time the salary isn't enough to attract a candidate for the position. An update on the Town Custodian position is similar. He explained he reviewed numerous candidates and is looking for the position to be a facility manager, at this time the candidates he is including on the short list would not accept the position for the salary. He reviewed the personnel by law requires a vacant position to return to the step on the salary grid, the last employee maxed out on the grid at \$30,000.00. This has become a challenge to try to fill the position the recommendation is to approach the Personnel Board for a review of the salary for the position requesting an increase. Selectman Connolly made a

motion to have the Town Administrator approach the Personnel Board to consider a rate increase for positions. Selectman LeBlanc seconded the motion. Under Discussion: Chairman Dickhaut explained she hoped the Personnel Board will be agreeable to working with the board's request. The previous employee was with the town a number of years and no one anticipated the position becoming available. The vote was unanimous.

Committee Reports

There were none.

Public Comment

Michael Lutes Clinton Fire Department Executive Board Member

Mr. Lutes was before the board to discuss the proposed changes to the health benefits coverage. He reviewed the response to Selectman LeBlanc asking if the employee will be saving. He explained the correct answer is yes and no, for clarification the employee will save \$10.00 per week which equals \$520.00 annual but will also have to pay a deductible of \$750.00, so the savings is lost and the employee has an additional expense of \$130.00. He also clarified the 25% mitigation fund the town is obligated to have for one year. He reviewed the cost of medications will increase along with co payments for office visits, a lot of families have been hit hard during these economic times. Families will be hurt by these changes. Many employees took these positions for the benefits and a lot of people will be hurt by these changes.

Chairman Dickhaut reviewed the board will enter into Executive Session under article 3 and will not return to open meeting.

Executive Session Article 3 Step 3 Union Grievance Hearing 7:50PM – 8:30PM

Selectman LeBlanc made a motion at 7:50 PM to enter into Executive Session under article 3 for Step 3 Union Grievance hearing. Selectman Sargent seconded the motion. Roll Call Vote: Selectman LeBlanc "aye", Selectman Sargent "aye", Selectman Connolly "aye", Selectman Dziokonski "aye", and Chairman Dickhaut "aye".

Selectman LeBlanc made a motion at 8:31PM to adjourn. Selectman Sargent seconded the motion. The vote was unanimous.

Meeting adjourned.

Respectfully submitted,

Joyce Corbosiero
Administrative Assistant to the
Clinton Board of Selectmen